

**Minutes of a Special Session of the Common Council of the Town of Clarkdale  
Held on Tuesday, October 22, 2019 at 3:00 P.M.**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, October 22, 2019, at 3:00 P.M. in the Clark Memorial Clubhouse, Men's Lounge, 19 N. Ninth Street, Clarkdale, Arizona.

**CALL TO ORDER – Meeting was called to order at 3:02 P.M. by Mayor Von Gausig.**

**Town Council:**

Mayor Doug Von Gausig

Vice Mayor Richard Dehnert

Councilmember Scott Buckley (absent)

Councilmember Bill Regner

Councilmember Debbie Hunseder

**Town Staff:**

Acting Town Manager Maher Hazine

Police Chief Randy Taylor

Human Resources Manager Annie Oddonetto

Interim Planning Manager Ruth Mayday

Finance Director Kathy Cwiok

Town Clerk Mary Ellen Dunn

**PUBLIC COMMENT** – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

**There was no public comment.**

**CONSENT AGENDA** - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

- A. Reports** - Approval of written Reports from Town Departments and Other Agencies
- Building Permit Report – August, September 2019
  - Capital Improvements Report – September 2019
  - Magistrate Court Report – September, 2019
  - Water and Wastewater Report – September 2019
  - Police Department Report – September 2019
  - Special Events Liquor License Recommendations – Little Italy Dinner (St. Thomas Episcopal Church) November 16, 2019;
  - Clarktoberfest, October 5, 2019
  - CAT/LYNX Transit Report – September, 2019

- B. Approval of Minutes of the Common Council** – Approval of the Minutes of the Regular Meeting held September 10, 2019 and Special Meeting September 24, 2019.
- C. Claims** - List of specific expenditures made by the Town during the previous month. September, 2019 check log and PPE dated August 31, September 14 and 16, 2019.
- D. Board and Commission Minutes** – Acknowledgement of receipt of minutes and draft minutes of the previous month's Board and Commission Meetings. Design Review Board Notice of Cancellation of meeting September 4, 2019 Planning Commission minutes of the meeting held September 17, 2019 Parks and Recreation Commission minutes of the meeting held September 11, 2019.
- E. Extra Mile Day Proclamation** – Approval of a Proclamation naming November 1, 2019 as Extra Mile Day, recognizing individuals and organizations who created positive change by “going the extra mile” and making a difference.
- F. A Resolution of the Clarkdale Town Council to recognize Cities & Towns Week around the State of Arizona** – Approval of Resolution # 1610, a resolution to recognize Cities & Towns Week around the State of Arizona.

**Action: Approve Consent Agenda items A – F as presented.**

**Motion: Vice Mayor Dehnert**

**Second: Councilmember Hunseder**

**Vote:**

Voting Member	Aye/Nay
Council Member Scott Buckley	NA
Vice Mayor Richard Dehnert	Aye
Council Member Debbie Hunseder	Aye
Council Member Bill Regner	Aye
Mayor Doug Von Gausig	Aye

### **NEW BUSINESS**

**PURCHASE OF RADIOS** – Discussion and possible action regarding the purchase of twelve (12) Motorola radios for the Clarkdale Police Department.

In December 2011, the department purchased 7 Motorola XTS portable radios. Since then, we've added additional radios of the same kind, increasing our total number. Sometime around 2015, Motorola ceased making this model of radio, but continued to make the parts for repairs. In the past few years, some radios have needed repairs because of age and wear. In January 2019, Motorola ceased making the parts for the same radio, therefore future repairs will be difficult if not impossible. Our radios are obsolete making the need for replacement radios a matter of urgency. Furthermore, the technology incorporating the radios with our body cameras is an additional benefit.

Surplus revenue from the 2018-2019 police budget of \$10,035.66 was used to purchase 4 of the required 12 radios.

During the 2019-2020 budget process in the Spring of 2019, Council designated \$17,400 for the purchase of new handheld radios. The remaining 8 radios will cost \$16,602.83.

The total cost for all 12 radios is \$26,440.53. The vendor for the purchase of the radios is Gila Electronics for Motorola Solutions. They have secured an Arizona state bid contract and the state contract number is ADSPO13-036880.

Motorola is the sole source provider of the combined radio/body camera system that integrates with our records management system Spillman and is also used by our dispatch center Camp Verde Marshal's Office.

Funds will come from the Police Department equipment depreciation fund.

Police Chief Randy Taylor presented information on this agenda item.

**Action: Approve the purchase of all 12 Motorola radios.**

**Motion: Vice Mayor Dehnert**

**Second: Councilmember Hunseder**

**Vote:**

Voting Member	Aye/Nay
Council Member Scott Buckley	NA
Vice Mayor Richard Dehnert	Aye
Council Member Debbie Hunseder	Aye
Council Member Bill Regner	Aye
Mayor Doug Von Gausig	Aye

**PURCHASE OF BODY CAMERAS** – Discussion and possible action regarding the purchase of twelve (12) Motorola body cameras for the Clarkdale Police Department.

In 2014, the Clarkdale Police Department began using body cameras. The product we selected works well, but the way recordings are labeled and stored is obsolete and time-consuming. In addition, the current system uses a local server. The cameras we currently use cost \$595 each and last approximately three years.

The Clarkdale Police Department is looking to upgrade our body cameras to a product that is cloud based, communicates directly with our records management software, and can reduce the time needed for personnel to label their videos. Camp Verde Marshal's Office, which provides our dispatching services, negotiated a contract with Motorola Solutions via Gila Electronics for the purchase of body cameras that can be used with the latest model of Motorola handheld radios. Motorola recently purchased Spillman, which is our records management system. Motorola has developed a program that allows the videos to upload directly to the police records system. The videos are also stored in the cloud making them assessible. The cameras and their upgrades are free with the purchase of 10 years of cloud storage for each unit. The cloud storage is \$90 a year for each camera. The storage is free for the rest of this fiscal year.

The contract is being made with Camp Verde who has the contract with Motorola for the cameras. The cost is \$6,854.40 annually for ten years, beginning in July 2020. They are our sole source dispatch provider and are using the same system.

Funds will come from the Police Department equipment depreciation fund.

Police Chief Randy Taylor presented information on this agenda item. Discussion followed and Chief Taylor discussed the actual services, training and costs to be provided by obtaining these body cameras.

**Action: Approve Clarkdale Police Department entering into a contract with Camp Verde Marshal's Office for the purchase of 12 Motorola body-worn cameras through the terms mentioned above.**

**Motion: Councilmember Regner**

**Second: Councilmember Hunseder**

**Vote:**

Voting Member	Aye/Nay
Council Member Scott Buckley	NA
Vice Mayor Richard Dehnert	Aye
Council Member Debbie Hunseder	Aye
Council Member Bill Regner	Aye
Mayor Doug Von Gausig	Aye

#### **WORK SESSION REGARDING WATER/SEWER EXPANSION FEASIBILITY STUDY**

– A worksession regarding the results of the Water/Sewer System Expansion Feasibility Study and proposed plan of action.

The Town of Clarkdale has portions of the Town that are not served by water or sewer service. Expansion of service to these areas may have challenges due to terrain and other limitations.

As such, a Water/Sewer System Expansion Feasibility Study was approved by Council on October 23, 2018 to investigate the feasibility to serve those areas of Town that are unserved; provide an estimate for the extension and give us an idea on potential customers to be served. This information was used to establish a priority list of projects.

The feasibility study utilized available topographic information to help determine system layout and preliminary design. It reviewed existing infrastructure and evaluated system expansion potential.

Based on the information reviewed, it was noted that the existing water distribution system would need to be increased by 51,000 linear feet (LF) of 8-inch line and 28,000 LF of 6-inch line at an estimated cost of \$8.7 million which includes 25% contingency. However, the cost estimate does not include costs to obtain necessary easements or rights-of-way.

Similarly, the sewer collection system would need to be increased by 70,800 LF of 8-inch line and 16,200 LF of 6-inch line at an estimated cost of \$10.2 million which includes 25% contingency. This cost estimate also does not include costs to obtain necessary easements or rights-of-way.

There are portions of the system that can't be served via gravity sewer. As such, in these areas, potential individualized pumps would be required.

The Town of Clarkdale does not have a great funding capacity to cover potential costs for system expansions however, we do have slight capacity to do so. As such, we must prioritize areas where we get the highest return on our investment such as areas with the higher density of developed properties and/or those areas that have a potential for commercial or industrial development.

The areas with the highest density of developed properties would be mostly residential areas. Many of these existing properties are served by wells and/or onsite septic systems. As such, the Town would have to rely on its code (Section 11-3-5.5 (B)) which states that:

*It shall be mandatory that when a public sewer becomes available within three hundred feet of any property served by a private sewage disposal system, a direct connection shall be made to the public sewer in accordance with the provisions of this chapter. Connection will be mandatory when any one or more of the following conditions applies after the date specified for that condition:*

1. If the property's current private sewage facility or system fails in any manner. (Effective June 13, 2000)
2. If a building permit is applied for in which the value of the construction activity exceeds five thousand dollars (\$5,000), or as a condition of a permit allowing replacement of a mobile home. (Effective date of June 13, 2003)
3. If improvements made to the property require the private sewage system to be expanded in any way. (Effective June 13, 2003)
4. If the property is sold. (Effective June 13, 2003)
5. It shall be mandatory for all properties that are served by the public sewer system to hook up to the system within three years after sewer service is available to the subject property. (Effective June 13, 2003)

As such, the Town could utilize available system capacity fees to cover the cost of a portion of the system so long as we enforce our code to collect the connection and capacity fees per unit.

There is no such mandate that exists in the code for the water system.

Currently the Town has a total of \$102,137 in wastewater capacity fees and an additional \$239,411 in impact fees that must be used by January 1, 2020.

There are no water capacity fees or any impact fees available.

Staff can investigate other funding options backed by an assessment to the individual properties. Generally, the Town would borrow funding back by an assessment against the individual properties. Each owner would have the option to pay the amount at the start of the project and

would not incur any interest or they can make payments, but then they are responsible for their portion of the interest.

Utilities/Public Works Director Maher Hazine presented information on this agenda item. Discussion followed on the best way to spend the remaining funds that must be spent by January 1, 2020. Hazine stated that impact fees may be spent on feasibility studies, design or construction of systems related to the fees. He recommended hiring a consultant to create a design connecting the two existing lines.

Mayor Von Gausig noted that wastewater collection could go into a recharge plan to be used again or redirected to the river. He further discussed the code requirement for customers to connect to sewer line if they are within 300 feet to the Town lines and that the expense of that connection would be very expensive. Would like to see the Town deal with this issue in a more collective manner to minimize consumer cost.

Hazine will bring this issue to Council during Strategic Planning for discussion and direction to enable staff to move forward.

**Action: This item is being presented for discussion only and no formal action is necessary.**


**FUTURE AGENDA ITEMS** - Listing of items to be placed on a future council agenda.

**ADJOURNMENT:** Without objection Mayor Doug Von Gausig adjourned the meeting at 4:03 P.M.

APPROVED:

  
\_\_\_\_\_  
Doug Von Gausig, Mayor

ATTESTED/SUBMITTED:


  
\_\_\_\_\_  
Mary Ellen Dunn, Town Clerk

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 22<sup>nd</sup> day of October, 2019. I further certify that meeting was duly called and held and that a quorum was present.

Dated this 13<sup>th</sup> day of November, 2019.

SEAL

  
\_\_\_\_\_  
Mary Ellen Dunn, Town Clerk